

Spec. Code: 4517(0099)
Occ. Area: 02
Work Area: 048
Prob. Period: 6 mo.
Prom. Line: none
Effective Date: 10/15/72

TEACHER AIDE

Function of Job

Under direct supervision, to provide assistance to a certified classroom teacher, teaching in a university school.

Characteristic Duties and Responsibilities

1. assist in providing routine instruction to children under the supervision of the classroom teacher
2. assist in the preparation of instructional materials, i.e. audio-visual aids, displays, experiments, hand-out materials, examinations, attendance, etc.
3. supervise children engaged in university school playground and recreational activities
4. supervise children under the direction of the classroom teacher
5. performs other related duties as assigned, for which teacher certification is not required

Minimum Acceptable Qualifications

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. thirty semester hours of credit from a recognized institution of higher education
2. United States citizenship or declaration of intent to become a citizen (if required by the position to be filled)
3. a Teacher Aide is subject to that portion of section 24-5 of the School Code requiring physical fitness in freedom from communicable diseases and the Statue requiring annual evidence of freedom from Tuberculosis (if required by the position to be filled)
4. must be at least nineteen years of age (if required by the position to be filled)

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

none

Teacher Aide New
